

GENERAL SERVICES ADMINISTRATION
WASHINGTON, D. C. 20405

May 15, 1968

GSA BULLETIN FPMR F-36
TELECOMMUNICATIONS AND PUBLIC UTILITIES

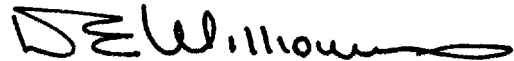
TO : Heads of Federal Agencies

SUBJECT: Reduction of telephone usage during emergency conditions

1. Purpose. This bulletin emphasizes the crucial need to avoid or curtail use of the telephone during emergencies.
2. Expiration date. This bulletin contains material of a continuing nature and will remain in effect until canceled.
3. Background. While the telephone is one of the basic tools for conducting official business, telephone systems are not engineered to provide simultaneous service to all telephones within a given community of interest. This is true on the commercial network as well as on private leased line networks such as the nationwide Federal Telecommunications System (FTS) and the Interdepartmental Dial System (IDS) in Washington, D.C. Access to the commercial network, the FTS, and even interoffice calls in the same building can be severely affected when telephone lines are overloaded with calls. For example, severe weather conditions, natural disasters, civil disorders, strikes, transportation disruptions, and similar occurrences consistently create excessive demands on telephone facilities. This results in a general deterioration of telephone service and prevents responsible officials from completing essential calls relating to the emergency or abnormal situation.
4. Agency action.
 - a. To minimize possible disruptions to the orderly processes of Government and to ensure that outgoing calls can be made during an emergency by those officials responsible for resolving problems arising therefrom, it is imperative that each Government employee forego or drastically limit his use of the telephone during such emergency. When an essential call must be made during an emergency, the caller should strive for the utmost brevity in completing the conversation. Also during an emergency, official business unrelated to the emergency which would

normally be conducted by telephone should be delayed, where possible, until demands on telephone facilities have subsided or should be conducted by alternate means of communication.

b. Agencies are requested to inform their employees of the contents of this bulletin to ensure availability of outgoing calling capability for responsible officials during an emergency.



D. E. WILLIAMS

Commissioner

Transportation and Communications Service